

New Media and Strategic Communications: Graphic Designer



Project Title	New Media and Strategic Communications: Graphic Designer
Project Summary	Revolutionize how HR communicates with Department of State employees through cutting-edge visual products. Showcase the power of visuals and enhance our digital HR culture. Your work will be viewed by all employee levels at the Department including our nation's top diplomats and civil servants!
Country	United States
Agency	Department of State
DoS Office	HR
Post	N/A
Section	N/A
Number of Interns	2

Project Description

Support the Director General's Strategic Communications Unit as we enhance communication within the HR Bureau by engaging internal/external audiences in new ways. Produce eye-catching and informative visual products to use for internal/external communication strategies, presentations, advertisements, web properties, email, social media, special projects and more. Edit photos; create original graphics, templates, data visualizations, and (possibly) short videos; produce style guides and best practices documents for non-technical employees. Work directly with the New Media Director (via email, Google docs, and weekly phone calls).

Desired Skills Interests

Additional Information

Usual lifecycle of each graphic project: receive project request and deadlines for deliverables, submit deliverable, receive feedback, make revisions and finalize project for submission.

Production tools VSFS candidate should know how to use and have at their disposal before applying: Google Drive, Microsoft Office, Adobe Creative Suite, Canva

Primary viewing platforms used by internal/external audiences: Windows/Microsoft workstations, SharePoint and WordPress sites, Media Wiki-based websites, social media sites (Twitter, Facebook, LinkedIn)

Language Requirements

None